

### § 602.3

disclose reports of examination to other Federal government entities:

(1) In response to a Federal court order;

(2) In response to a request of either House or a Committee or Subcommittee of Congress; or

(3) When requested for confidential use in an official investigation by authorized representatives of other Federal agencies.

EFFECTIVE DATE NOTE: At 78 FR 77561, Dec. 24, 2013, §602.2 was amended by revising the heading; redesignating existing paragraph (c) as paragraph (d); and adding new paragraph (c), effective 30 days after publication in the Federal Register during which either or both Houses of Congress are in session. For the convenience of the user, the added and revised text is set forth as follows:

#### § 602.2 Disclosing reports of examination and other non-public information.

\* \* \* \* \*

(c) *Disclosure to the Farm Credit System Insurance Corporation.* Without waiving any privilege or limiting any of the requirements of section 5.59 of the Farm Credit Act of 1971, as amended, we may disclose reports of examination and other examination and non-public information, including data from reports of System accounts and exposures received pursuant to §621.15 of this chapter, to the Farm Credit System Insurance Corporation pursuant to confidentiality and data security agreements executed between the agencies.

\* \* \* \* \*

### Subpart B—Availability of Records of the Farm Credit Administration

#### § 602.3 Definitions.

*Appeal* means a request under the FOIA asking for the reversal of a decision.

*Business information* means trade secrets or other commercial or financial information that is privileged or confidential.

*Business submitter* means any person or entity that gives business information to the Government.

*FOIA request* means a written request for FCA records, made by any person or entity that either directly or indirectly invokes the FOIA or this part.

*Record* means all documentary materials, such as books, papers, maps, pho-

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tographs, and machine-readable materials, regardless of physical form or characteristics (for example, electronic format) in our possession and control when we receive your FOIA request.

#### § 602.4 How to make a request.

(a) *How to make and address a request.* Your request for records must be in writing and addressed to the FOIA Officer, Farm Credit Administration. You may send it:

(1) By mail to 1501 Farm Credit Drive, McLean, Virginia 22102-5090;

(2) By facsimile to (703) 790-0052; or

(3) By E-mail to [foiaofficer@fca.gov](mailto:foiaofficer@fca.gov).

(b) *Description of requested records.* You must describe the requested records in enough detail to let us find them with a reasonable effort. If the description is inadequate, we will ask you to provide more information and the 20-day response period under §602.5(a) will not begin until we receive your reply.

(c) *Faster response.* You may ask for a faster response to your FOIA request by giving us a statement, certified to be true, that you have a “compelling need.” The FOIA Officer will tell you within 10 calendar days after receiving the request whether we will respond to it faster. If so, we will respond to your request as soon as we can. A *compelling need* means:

(1) Someone’s life or physical safety may be in danger if we do not respond to the request faster; or

(2) You urgently need to tell the public about Federal government activity as a representative of the news media.

(d) *Request for personal information.* If you or your representative requests your personal information, we may require you to give us a notarized request, identify yourself under penalty of perjury, or provide other proof of your identity.

(e) *Fees.* When making a request, you must tell us the most you are willing to pay. Our charges are in the fee tables in §§602.11 and 602.12. You may also want to tell us the purpose of your request so we can classify your request for fee purposes.

(f) *Other requests.* To ensure the public has timely information about our activities, the Office of Congressional and Public Affairs will make available